

Expedited Flood Recovery Plan Review Guide for Food Service Facilities

Date: _____

Establishment Name: _____

Address: _____

Contact name: _____

Telephone #: _____

Email: _____

The following comments have been designed by the Food Protection Program for Food Service Facilities that were damaged by the recent flood in Ellicott City. It is intended to facilitate and expedite the permit plan review process in order to re-open food businesses and ensure a safe operation. This check list will help inform operators, contractors and installers of the Health Department requirements or recommendations so costly changes can be avoided. Please present a copy of this letter with your notations to the appropriate sub-contractors.

The recommendation for approval of your facility will be granted when the following questions have been answered in writing and the necessary plan review information has been provided.

1. PERMITS Facility will require a Permits application from the Howard County Inspections, Licenses and Permits (DILP) for structural repair, changes or additions to the Building-----, Electrical -----or Plumbing-----.
2. POTABLE WATER, SEWER & GAS LINES The potable water supply, proper sewage disposal and gas lines must be checked and restored throughout the food service facility prior to the pre-opening inspection.
3. FOOD ESTABLISHMENT ALTERATION OR REMODEL
Will changes be made to the facility's original floor plan layout or equipment? **Yes** ☐ **No** ☐
Describe changes: _____.

For all changes to be made to the original plan, provide the following:

- Equipment floor plan with an equipment list, referencing the numbers on the equipment floor plan. State the manufacturer and model number on the equipment list. NSF (National Sanitation Foundation) certification or equivalent is necessary.
- Specification Sheets for all new equipment with a selection of the proposed model.

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4. EXISTING EQUIPMENT All existing equipment that was submerged by contaminated flood water must be removed from the premises. This includes **walk-in coolers, refrigerators, freezers, and storage shelving** any other equipment that was submerged in contaminated flood water.
5. BASEMENT FOOD STORAGE
Does this facility use a basement area for food storage? **Yes** ☐ **No** ☐
6. REFRIGERATOR, FREEZER AND WALK-IN COOLER Are there any refrigerators, freezers or Walk-in Cooler(s) equipment in the basement of this facility? **Yes** ☐ **No** ☐
If yes, please list: _____
7. MENU Will changes be made to the facility's original menu? **Yes** ☐ **No** ☐
If yes, please submit a copy of your new menu if the menu has changed. HACCP plan may also be required.
8. HANDSINK Each room in a food preparation area has, _____ or does not have _____ adequate handwashing facilities available within a walking distance of 25 feet or less in the SAME ROOM.
Additional handsinks are present in the ware-washing and waitress station areas.
9. PLUMBING All plumbing work for the food establishment will meet ---COMAR 10.15.03. 18 (Code of Maryland Regulations) for individual and indirect plumbing, and have accessible open site floor drains under 3 compartment sink and in-counter sinks.
10. HOT WATER The hot water heater must be at least 50 gallons. The unit must be located on 6- inch legs or sealed to the floor and installed with enough space around it for cleaning. Unit must be located on the floor plan is a floor plan is being submitted.
 - Where is hot water heater located? _____.
 - Is the hot water heater being replaced? **Yes** ☐ **No** ☐
11. DISHWASHER The facility has _____ a dishwasher that meets the following requirements: the water feed line to any dishwasher must have backflow prevention. N.S.F. requires all dishwashers to be raised off the floor on 6-inch legs. The chemical dishwasher must have visual or audible indicating device, as required by N.S.F., to easily verify the chemical flow. Test papers must be present to check the sanitizer concentration. A pre-rinse device shall be provided.
12. COOKING EQUIPMENT All cooking equipment including convection ovens are vented to a hood for grease, heat and steam removal.
13. DRINK DISPENSERS The water feed line to each piece of hot and cold drink dispensing equipment such as ice maker, steamers, tea/coffee units, soda machine, etc. ----- have individual NEW backflow protection. The back flow prevention devices have been replaced ----- (*refer to enclosed list*).
14. EQUIPMENT CONNECTED TO WATER LINE All existing equipment (including water filtration systems) connected directly to the water line must be adequately flushed (minimal of 3-full flush) and

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removable part washed, rinsed and sanitized and cleaned. Following manufacturer's guideline for flushing systems.

15. EXISTING EQUIPMENT WITH FILTERS: All or any water filters connected to machines or waterline (drink dispensing equipment such as ice maker, steamers, tea/coffee units, soda machine) must be changed prior to use.
16. REFRIGERATION All refrigeration units including walk in coolers have been ----- replaced with new NSF approved equipment fabricated to comply with National Sanitation Foundation. The NSF label shall be affixed to the interior door pan. All interior corners of the walk in units, including floor shall be coved. Lighting in the walk-in unit must be a minimum of 50 foot-candles. One "single-light" fixture in a walk-in box will not meet this requirement. The condensate line is to be protected from freezing. Condensate lines are to be indirectly connected to sewerage or pumped to a storm drain. Confirmed.
17. SPACING Seal all adjacent perimeters of cabinet-type equipment; make mobile; or place on 6 inch legs, spaced from walls and adjacent perimeters as follows:

<u>Length of Side</u>	<u>Width of Space</u>
0 – 2 feet	6 inches
2 – 4 feet	8 inches
4 – 6 feet	12 inches

The three methods of installation are: 1) seal all perimeters; 2) space all perimeters as required above; 3) make mobile by providing casters. Casters are recommended.
18. WORK AND STORAGE SPACES A minimum of 36 inches are provided within all work and storage areas.
19. FLOORS, WALLS & CEILINGS The floors of all food preparation, food processing, utensil washing rooms and areas, and walk-in refrigerators, and toilet rooms must be constructed of smooth, durable, nonabsorbent and easily cleanable materials. Construction of wall material in the following areas:
 - Toilet Rooms: _____ Dishwashing: _____
 - 3-Compartment Sink: _____ Mopsink: _____
 - Under Hood/Cookline Area: _____.
20. GREASE INTERCEPTOR Contact the Bureau of Utilities for the grease interceptor inspection and requirements. *(Please call Mr. Greg Sherman who works for the Grease Program at (410) 880-5810 for the requirements).*
21. GREASE BARRELS Grease barrel are required for your facility. They must be located on a cleanable surface. The grease from fryers and other grease generating equipment must be disposed of properly. Keep pick-up receipts on file from an approved source. Who will provide this service for your facility? _____.

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22. OVERHEAD PLUMBING The food service facility has _____, does not have _____ any overhead plumbing. COMAR (Code of Maryland) 10.15.03.18.H (11) (a) states plumbing requirements for pipes located over food preparation, storage, display, serving, or dining areas.
23. EXTERIOR DOORS All exterior doors are self-closing and rodent proof.
24. TRASH Covered trash containers (rodent proof) shall be placed on paved surface outside the premise.
25. STORAGE AREA If approved basement use for food storage all food stored in the basement MUST be raised at least 18 inches above floor (no bottom shelf on shelving unit below 18 inches).
26. VENTILATION/DUCT WORK/HVAC SYSTEM: Ensure that HVAC System impacted by the flood water or flood event is serviced.
27. FLOOD PROOFING Has there been any flood proofing design or material implemented for any food storage areas or basement area? **Yes** ☐ **No** ☐
If yes, describe: _____.

Please call me at (410) 313-1782 or 410-313-1772 if you need an explanation of these comments or make any changes to the plans. A "Pre-Opening inspection will be scheduled when the plans are approved.

Sincerely,

Fatima Rafiee, REHS/LEHS
Food Protection Program

5/2018